

# ACCOUNTING ASSISTANT

## LINCOLN OFFICE

Hausmann has steadily matured into one of the region's premier commercial general contracting, construction management, and design build firms. Our team is seeking a reliable, detail-oriented person who is driven to help with the day-to-day accounting operations.

This position will be responsible for performing a variety of accounting duties, including, but not limited to, processing of accounts payable, management of the expense report system, subcontractor compliance, and account reconciliations. Additional duties may be assigned based on qualifications and experience.

Strong organizational skills, the ability to maintain detailed records, a general understanding of accounting principles, attention to detail, and a team attitude will all be sought in a successful applicant.

An exciting opportunity with Hausmann awaits the right candidate. This is a collaborative and friendly environment that will suit a hardworking person with the desire to grow in a company with an award-winning culture. Benefits include a competitive wage, comprehensive and competitive benefits package, an energetic work environment and opportunities for advancement.

Submit your resume at [www.hausmannconstruction.com/careers](http://www.hausmannconstruction.com/careers) or send your resume and cover letter directly to [careers@hausmannconstruction.com](mailto:careers@hausmannconstruction.com)

